For Candidates Covered by the Policy and Procedures for Academic Appointments

Letter to the Dean communicating the Tenure Committee's decision

1. **Decision to recommend tenure**

In accordance with Section 16 of the Policy and Procedures on Academic Appointments, I am writing to convey the recommendation of the Tenure Committee that Professor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ be granted tenure on the basis of their [demonstrated excellence], [clearly established competence] in [research including creative or professional work], [teaching], and clear promise of future intellectual and professional development. I enclose for your information a full statement of reasons and a summary of the evidence.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chair of Tenure Committee

Encl.

1. **Decision not to recommend tenure**

In accordance with Section 16 of the Policy and Procedures on Academic Appointments, I am writing to convey the recommendation of the Tenure Committee that Professor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ not be granted tenure. I enclose for your information a full statement of the reasons for the decision and a summary of the evidence.

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 Chair of Tenure Committee

Encl.